

**Great
Educational & Networking
Opportunity for Anyone
Interested in Commercial
Real Estate!**



**THE ONLY
CERTIFIED
COMMERCIAL SCHOOL
IN THE REGION!**

Presents

REQUIRED GENERAL and COMMERCIAL POST-LICENSURE COURSES

Newly licensed salespersons licensed after December 1, 2007 must complete the following:

- One 7-Hour General Course
- One 7-Hour Practice Specific Course (Residential or Commercial)

7-Hour General Course

The first module, required to be taken by **all** standard salespersons taking continuing education for the first time, focuses on issues applicable to all salespersons. This seven-hour module serves as the foundation for material presented in each of the two available additional seven-hour modules.**

During this course students will review:

- Duties of licensees
- Closing costs
- Agreement of sale
- Addenda and special clauses
- Title reports
- Zoning
- Agency relationships
- Representation agreements
- Environmental concerns

Course Instructor: **Greg J. West, SIOR**
West Corporate Partners

***This class will be held on March 15, 2010 and
April 28, 2010***

7-Hour Commercial Course

A seven-hour **commercial module** develops key areas in which a salesperson engaging in brokerage and/or management of commercial properties would be expected to be proficient.**

During this course students will review:

- Letters of intent
- Agreement of sale
- Environmental issues
- Leases and clauses
- Tenant fit out
- Property management
- 1031 Exchanges
- Floor measurements
- Load factors
- Zoning issues
- Local Commercial Real Estate Issues

Course Instructor: **Greg J. West, SIOR**
West Corporate Partners

***This class will be held on March 17, 2010 and
April 27, 2010***

***Information source Pennsylvania State Real Estate Commission*

http://www.dos.state.pa.us/bpoa/lib/bpoa/20/real_estate_comm/ed_provider_info/ce_modules.pdf

HOW TO REGISTER

Three ways to register:

1. Members may register online at **www.tristaterca.com**, click the link on left side of page (Online Payments/School Registration)
2. Fax registration form to 610-238-9959, mail payment after (payment must be received in order to complete registration).
3. Mail in registration form to the school with payment.

Class Schedule is as follows:

8:00 AM- Registration*
8:30 AM- Class Start
12:00 PM- Lunch*
1:00 PM- Class Start
4:30 PM- Class Ends

*Light Breakfast will be served;
*Students will be responsible for own lunch.

General & Commercial Courses Registration Form

Please duplicate this form for additional registrations

PA License # _____

Name _____

Employer _____

Address _____

Number & Street

City

State

Zip Code

Phone (_____) _____ Fax (_____) _____

E-mail Address _____

Are you a TriState Member? Yes _____ No _____

All courses will be held at:

Spring Mill Corporate Center Auditorium

1100 East Hector Street
Conshohocken, PA 19428

I WISH TO ENROLL IN:

Monday, March 15, 2010

___ Please register me for: **General Module Course**

TriState Members \$65

Non-Members \$75

Wednesday, March 17, 2010

___ Please register me for: **Commercial Module Course**

TriState Members \$65

Non-Members \$75

Tuesday, April 27, 2010

___ Please register me for: **Commercial Module Course**

TriState Members \$65

Non-Members \$75

Wednesday, April 28, 2010

___ Please register me for: **General Module Course**

TriState Members \$65

Non-Members \$75

**Fee includes breakfast in the morning and instructor fees.*

CANCELLATION POLICY Cancellation/Refund Policy – For a full refund or credit card payment reversal, course cancellations must be received no later than three business days prior to the course beginning date and time. Cancellations less than the required 3 business days notification or 'no shows' shall not be entitled to a refund of any amount, however the student will be provided with a copy of the course hand out materials, if any. No course credit will be given upon a cancellation and no exceptions to this policy shall be authorized. The Commercial Real Estate School reserves the right to cancel classes or arrangements, totally or in part, due to insufficient enrollment or unforeseen circumstances.

TO REGISTER

To Pay with a credit card (**\$3.50 processing fee applies**)

VISA or MasterCard Only

Please complete the following information:

Credit card #: _____

Name on Card: _____

Expiration Date: _____

Street # from Billing Address _____

Billing Address Zip Code _____

OR

Make Checks Payable to: **TriState**

Mail to:

Commercial Real Estate School
555 E North Lane
Suite 6125
Conshohocken, PA 19428

TUITION PAYMENT

You may fax your registration form to the school's office, however, you will not be admitted into the class until payment is received. Payments must be received in order to process registrations. For cancellations, please refer to our policy provided to the left. Please enclose a copy of your registration form with your payment and mail it to the address listed below.

Transcripts

The Pennsylvania Real Estate Commission no longer requires education providers to submit transcript information electronically. You **will not** be given a paper transcript unless you are chosen for CE audit.

For Further Information:

Please call Elvira Illiano-Trovato at 610-238-9070

or E-mail at Elliano@tristaterca.com or visit our www.tristatecres.com